Campus Alberta Quality Council

Twelfth Annual Report

1 April 2015 – 31 March 2016

Alberta Government

Campus Alberta Quality Council

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ISBN 978-1-4601-2964-7 (print)
ISBN 978-1-4601-2965-4 (PDF)
ISSN 1715-4243 (print)
ISSN 2291-8736 (online)

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20 June 2016

Honourable Marlin Schmidt
Minister, Advanced Education
Room 403 Legislature Building
10800 97 Avenue
Edmonton, AB T5K 2B6

Dear Minister Schmidt:

RE: Campus Alberta Quality Council Twelfth Annual Report

On behalf of the Campus Alberta Quality Council (CAQC), we have the pleasure of providing you with our Twelfth Annual Report for the period 1 April 2015 through 31 March 2016. This report highlights some of the main activities in which CAQC has been engaged during a busy and productive year. On Council's recommendation, the Minister of Advanced Education approved fourteen degree programs proposed by resident and non-resident institutions. Nine of these were at the undergraduate level and five were at the graduate level. Each program was thoroughly examined and evaluated using the standards established and published by CAQC.

During the reporting year, Council continued to work closely and proactively with post-secondary institutions on a number of collaborative projects, with the purpose of supporting effective quality assurance at both institutional and system levels. A major initiative of Council in collaboration with the Alberta Council on Admissions and Transfer (ACAT) and the Ministry was organizing the first system-wide *Alberta Forum on Post-secondary Learning Outcomes* held on 18 May 2016 in Calgary. This was a time and labour intensive initiative that was enthusiastically received by all stakeholders. The Co-Chairs and Monitoring Standing Committee of Council (MSC) also met with the vice-presidents academic of the Independent Academic Institutions to discuss expectations for scholarly activity for faculty teaching in degree programs, and for internal quality assurance policies and procedures. The Co-Chairs and MSC continued a collaboration with Mount Royal University, Grant MacEwan University, NAIT and SAIT to develop appropriate expectations and indicators of scholarly activity for faculty staffing their baccalaureate programs. This initiative has resulted in significant changes in institutional approaches to quality assurance indicators and it is expected that a new reporting process will be in place for the next reporting period. MSC also provided feedback on the results of several institutional cyclical program reviews and continued to provide advice to institutions regarding their policies and procedures for academic program reviews. Council continues to be asked for advice regarding its quality assurance processes. The British Columbia Degree Quality Assessment Board requested input as they develop an audit process and Aga Khan University has made significant use of the CAQC *Handbook* to develop their internal quality assurance policies and procedures. Council met on three occasions with the Ministry officials coordinating the Alberta Adult Learning Review. Council also continues to maintain strong communication links with the Ministry, with institutions that offer degrees in Alberta, and with other stakeholders; this commitment to proactive communication has received positive feedback.

Since its creation in 2004, Council has reviewed and recommended approval of 210 degree programs (146 baccalaureate and 64 graduate) and in doing so has engaged 221 external reviewers. CAQC is committed to the quality of the degree-level programming offered in Alberta and observes that, in the context of the changes in the post-secondary landscape during the first decade of Council's work, we are confident that institutions within the system share that responsibility appropriately with Council and with the Ministry. We would like to acknowledge the excellent work of Council members and the Director and three other members who comprise the highly skilled and professional Secretariat. We also thank the Ministry for on-going support and confidence in our work.

Sincerely,

Peter Mahaffy

Peter Mahaffy, PhD
Co-Chair

Art Quinney, PhD
Co-Chair

CAQC Mandate

The Campus Alberta Quality Council is an arms-length quality assurance agency that makes recommendations to the Minister of Advanced Education (AE) on applications from post-secondary institutions seeking to offer new degree programs in Alberta under the terms of the *Post-secondary Learning Act (PSLA)* and the Programs of Study Regulation (91/2009). CAQC's Mandate and Roles Document outlines the Minister's and Council's responsibilities and accountabilities.

Other than degrees in divinity, all new degree programs to be offered in Alberta (including those proposed by non-resident (out-of-province) institutions) must be approved by the government. Council is charged with the quality review of new degree program proposals referred to it by the Minister. It also monitors degree programs approved on its recommendation to ensure Council's standards of quality continue to be met. In carrying out its responsibilities, Council works proactively with degree granting institutions to support their own efforts to build and maintain effective quality assurance processes and practices.

Activities of Council

Council is committed to ensuring the quality of proposed degrees, and encouraging institutions to continue enhancing the quality of their degree programs. During the reporting year, Council focused on the following activities:

- increasing the effectiveness of its operations and work with stakeholders through a major revision of its principles
- conducting program evaluations and making recommendations to the Minister on applications from post-secondary institutions to offer new degree programs
- monitoring approved degree programs to ensure their compliance with Council's conditions and quality standards
- refining Council's procedures and assessment practices with respect to program proposals and monitoring activities
- working with post-secondary institutions to assist them in improving the quality of new proposed degree programs
- providing feedback to institutions on the development of their internal quality assurance policies and processes and the results of their cyclical reviews
- offering advice to institutions on Council's quality standards and review and monitoring processes
- working proactively, in coordination with the Ministry and the Alberta Council on Admissions and Transfer to help the Alberta post-secondary system understand better effective practices at the provincial, national, and international level for the use of student learning outcomes in quality assurance and transfer arrangements
- working with the Ministry on the initiatives related to Council's mandate
- communicating the role of Council to stakeholders within the province and to other provincial quality assurance agencies and the public
- proactively scanning for effective quality assurance practices in other jurisdictions and strengthening communication networks with other quality assurance agencies.

In 2015/2016, Council held five meetings, and in keeping with its desire to visit institutions, met at SAIT Polytechnic, The King's University, Burman University and Red Deer College. In each case, the host institution had an opportunity to present on its current programs, quality assurance processes, success in implementing approved programs, and future plans.

Action Plan 2015-2018

As required by the *Public Agencies Governance Framework,* all advisory councils accountable to the Minister are expected to have an action plan identifying priorities to be undertaken during a three-year planning cycle in order to fulfill their mandates.

To align its work with this expectation, Council adopted its fourth Action Plan at the September 2015 meeting. The plan outlines three goals and 16 priority initiatives. As of 31 March 2016, the implementation status of CAQC's priority initiatives was as follows:

Goal 1: CAQC will carry out quality reviews that are well-developed, efficient, and evidence-based.

Priority initiative	*Results achieved*
▸ *Work with the Ministry to develop a mechanism to ensure new collaborative delivery arrangements involving Council-recommended degree programs meet Council's quality standards and conditions.*	▪ reviewed and provided feedback on NAIT's draft agreement to collaboratively deliver its Bachelor of Business Administration (BBA) program at Keyano College ▪ reviewed and provided feedback on annual reporting by three MRU programs delivered in collaboration with Medicine Hat College and Red Deer College
▸ *Conduct a systematic review of Council's quality assessment processes and guidelines and experience with respect to program proposals from non-resident institutions.*	▪ started the analysis phase
▸ *Explore additional ways to work with institutions to emphasize quality assurance of teaching and learning as they develop new programs.*	▪ continued discussion of the indicators of teaching effectiveness and quality assurance at CAQC's September 2015 retreat and November 2015 meeting, prompted by a background discussion document drafted by a member of Council ▪ agreed to continue discussion at future meetings and to reframe it as a focus on indicators of program-level teaching and learning effectiveness
▸ *Work with institutions to incorporate more fully the use of student learning outcomes and their assessment in new program development.*	▪ discussed the use of program learning outcomes and their assessment at the September 2015 retreat, which involved presentations by Dr. Sandy Welsh, University of Toronto's Vice-Provost, Students (via skype) and Samantha Lenci, SAIT's Director of the Centre for Instructional Technology and Development ▪ Proposal Review Standing Committee (PRSC) continues to examine learning outcomes as part of its review of all new program proposals
▸ *Work with Ministry officials on reviews of quality assurance in the system, including the role of Council.*	▪ as of 31 March 2016, Ministry has not initiated a review of quality assurance in the system

Goal 2: Council will ensure that degree programs approved on recommendation of CAQC continue to meet Council's quality standards and conditions.

Priority initiative	*Results achieved*
▸ *Consider extension of the audit process for the monitoring of degree granting institutions beyond the CARI sector, and initiate processes for the second round of audits with the CARIs.*	▪ planning a discussion for the next reporting period between CAQC and the provosts of Comprehensive Academic and Research Institutions (CARIs) regarding scheduling the next round of audits ▪ struck a committee to explore potential extension of the audit to other sectors beyond CARIs
▸ *Continue to work with sectors to further refine expectations for scholarly activity to support high quality programs using, as appropriate, adaptations of frameworks such as Boyer's models of scholarship.*	▪ held two meetings between Council's Co-Chairs and Monitoring Standing Committee (MSC) and the vice-presidents academic (VPAs) of the Baccalaureate and Applied Studies Institutions (BASIs) and Polytechnical Institutions (PIs) to continue discussion of the most meaningful way of reporting scholarly activity for both CAQC and these institutions; as an outcome of this discussion, GMU, MRU and NAIT have provided enhanced scholarly activity narratives with their 2014/2015 annual reports and they, along with SAIT, are developing new customized templates for reporting scholarly activity data during the 2015/2016 annual reporting cycle ▪ held one meeting with the VPAs of the Independent Academic Institutions (IAIs) to discuss scholarly activity expectations for this sector ▪ decided to revise its annual reporting guideline for student engagement in scholarly activity to make it more inclusive of other forms of scholarship beyond peer-reviewed publications by student authors
▸ *Assist in the development of quality assurance processes within Campus Alberta through collaborative interactions with institutions, such as developing and/or hosting future workshops, webinars and similar learning opportunities.*	▪ reviewed feedback from the workshop to share effective practices in quality assurance that was co-organized by CAQC, CARIs and the Ministry in March 2015 ▪ reviewed drafts of three institutional policies on cyclical program reviews and provided feedback ▪ reviewed 11 cyclical program review results from six institutions and provided feedback
▸ *Work with institutions to develop program-level indicators of quality teaching and learning.*	▪ work will take place after completion of Council's discussion on indicators of program level teaching and learning effectiveness
▸ *Work with institutions to more fully use student learning outcomes in quality assurance of degree programs.*	▪ MSC continues to look for evidence of learning outcomes assessment as part of its review of cyclical program review results

Goal 3: Council will effectively communicate and collaborate with institutions, government and other stakeholders to maintain delivery of quality degree programs to serve the best interests of adult learners.

Priority initiative	*Results achieved*
▸ *Continue Council's proactive interaction and dialogue with stakeholders regarding Council's role and processes.*	▪ communicated regularly with officials from post-secondary institutions to explain Council's principles and procedures and to seek input on the best ways to serve the interests of the post-secondary system and its learners ▪ continued to collect and review feedback from reviewers and applicant institutions regarding the effectiveness and efficiency of Council's assessment processes ▪ regularly updated content on CAQC's website to enhance Council's communication with its stakeholders and members of the public
▸ *Work with the Ministry and the Alberta Council on Admissions and Transfer to host a forum on student learning outcomes and their assessment.*	▪ CAQC is hosting, together with ACAT and the Ministry, an *Alberta Forum on Post-secondary Learning Outcomes* for the provincial post-secondary system at MRU in Calgary on 18 May 2016
▸ *Upon appointment of a new CAQC Chair or new Minister, review and renew the Mandate and Roles document.*	▪ Council continues to be led by two Co-Chairs; although two new Ministers were appointed during the reporting period, any renewal of the Mandate and Roles document will await conclusion of CAQC's review
▸ *Through Council's Co-Chairs, commit to continued regular communication with the Minister and senior Ministry officials.*	▪ met with the Minister and Deputy Minister and liaised regularly with the Assistant Deputy Minister
▸ *Work with the Ministry on initiatives and policies that are relevant to Council's mandate, especially the Adult Learning Review and the development of the Alberta Credentials Framework.*	▪ discussed the proposed adult learning review with the Ministry at its September and November 2015, and January 2016 meetings ▪ reviewed and provided feedback to the Ministry on a draft document being developed by the Ministry and the Secretariat, and designed to provide clarity to the system on what needs approval or notification with respect to degree programming in Alberta
▸ *Through Council's Co-Chairs and Secretariat, enhance consultation and share effective practices with post-secondary quality assurance agencies in Canada.*	▪ through its Secretariat, continued to participate in networking meetings with quality assurance committees in other jurisdictions ▪ Co-Chair and the Secretariat Director discussed Alberta's experience with its audit pilot project in a teleconference with the BC Audit Strategy Group, which is providing expert advice and guidance to BC's Degree Quality Assessment Board on the development and implementation of a periodic audit process for public institutions in their province

Other Activities

Committees

In addition to ad-hoc committees, Council has two standing committees to facilitate its work.

Proposal Review Standing Committee

In 2015/2016, PRSC

- reviewed six fully expedited review (FER) requests and completed six program desk reviews
- reviewed and provided feedback on the draft agreement to collaboratively deliver NAIT's BBA program at Keyano College
- reviewed and provided feedback on the Bachelor of Arts, Bachelor of Communication and Bachelor of Commerce program changes proposed by GMU
- completed review of implementation and/or progress reports for three approved programs
- was considering one FER request and one issue related to monitoring expectations as of 31 March 2016
- continued its work on creating variations to Part B of the degree program proposal template to be used for restructured and renamed programs, and new programs with substantial new features

Monitoring Standing Committee

In 2015/2016, MSC

- reviewed and provided feedback on
  - the annual reporting submitted by nine resident and seven non-resident institutions
  - the annual reporting follow-up information submitted by one institution
  - draft institutional cyclical review policies submitted by three institutions
  - the results of 11 cyclical program reviews from six institutions
  - a faculty update submitted by one institution
- met twice with the VPAs of BASIs and PIs to continue discussion on developing new sector-specific indicators for reporting scholarly activity
- met once with the VPAs of IAIs to discuss scholarly activity expectations for their sector.

Stakeholder Engagement

As reported under the Action Plan's priority initiatives, CAQC continues to actively engage with institutional and Ministry stakeholders.

Conferences and Presentations

As it is important that Council's assessments be recognized and understood both within and outside the province, Council's Chair or Co-Chairs, members, and the Secretariat Director attend meetings and conferences and, in some cases, make presentations relating to Council's work. This year one Council Co-Chair made a presentation to ACAT members, and another Co-Chair and the Secretariat Director teleconferenced with the BC Audit Strategy Group to discuss Council's experience with the audit pilot project. At the Society's invitation, the Secretariat Director also attended an event organized by the Alberta and NWT Chapter of the Canadian Evaluation Society.

Evaluations and Recommendations

The process of approval for new degree programs being proposed in Alberta is as follows[1]:

Application to the Minister

↓

System coordination review by Ministry

↓

Referral to Council for organizational review (if necessary) and program quality review

↓

Council's recommendation to the Minister

↓

Minister's Decision

Council's evaluation process is rigorous, depends heavily on impartial external peer review, and takes into consideration the institutional context and the experience of an institution in offering degree programming. When an institution proposes its first degree program, a first degree program at a new level, or other precedent-setting degree, it will normally be subject to a full assessment by Council, including both an organizational and a program review.

For institutions that have experience in offering degree programs at the level of the degree being proposed, a FER (no organizational evaluation and a desk review by Council's PRSC and Secretariat rather than engaging external evaluators for the program review) or partially expedited review (PER – one not requiring an organizational evaluation) may be possible, according to Council's criteria.

As Council is committed to fostering continuous development and enhancement of degree programs, it applies iterative processes in discussions with institutions during the review process and after a program's approval (CAQC's principle 9).

Applications Referred to Council and Council Recommendations

In 2015/2016, Council made recommendations to the Minister on fourteen programs (nine baccalaureate and five graduate programs) including:

- nine programs subject to a PER using a CAQC-appointed external evaluation team
- five programs subject to a FER by PRSC acting on behalf of Council

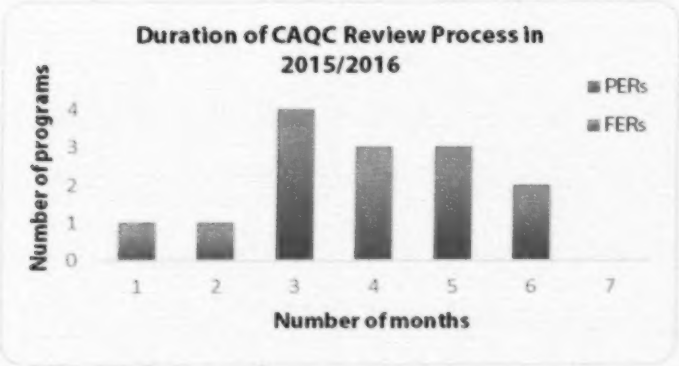
Subsequently, the Minister approved 13 programs and was considering one program as of 31 March 2016. The Minister also approved one undergraduate program recommended by Council during the previous reporting period.

As of 31 March 2016, Council was awaiting further information from institutions on four program proposals – two at the graduate level and two baccalaureate programs.

Maximizing the efficiency of review processes is a high priority for Council. With few exceptions, the review process is shorter for FERs than for PERs. The proportion of review type under Council's consideration varies annually (e.g., FERs constituted 36% of all reviews in 2015/2016, 87% in 2014/2015, 47% in 2013/2014, 92% in 2012/2013 and 57% in 2011/2012).

In 2015/2016, the time it took for a Council's review from receipt of an institution's full program proposal to its recommendation to the Minister ranged from 27 to 99 days for programs undergoing FER and 81 to 168 days for programs undergoing PER. This excludes the time during which Council was waiting for additional documentation from institutions.

[1] A complete description of the program approval process in Alberta including the role of CAQC can be found on Council's website at http://www.caqc.gov.ab.ca/application-process/degree-program-approval-process.aspx.



As the chart above indicates, not all FERs are shorter than PERs, which involve external evaluation teams. An explanation for this apparent discrepancy is related to the completeness of the submitted proposals and/or issues identified during the review process. For example, in 2015/2016, all FERs involved asking institutions to provide additional information; some also involved teleconferences between PRSC and the institution to clarify certain components of the proposal. This was the case for each of the FERs that took four months. One of the five-month reviews included both a PER review of the original proposal and a desk review of the revised proposal by PRSC. One of the six-month reviews involved PRSC's denial of a FER request, followed by a PER.

Overall, Council's review time is affected by factors such as

- the completeness of the institution's proposal
- whether an organizational evaluation is required before the program review
- the time it takes to recruit external reviewers and establish a site visit date mutually agreeable to all reviewers and the institution (e.g., reviews typically do not occur in the summer)
- whether the institution is asked to provide further refinements of the proposal (e.g., submit a revised proposal)
- the number of reviews of additional information that are needed before a recommendation can be made to the Minister.

The following table outlines the proposals reviewed by Council and/or the degree programs approved by the Minister on recommendation of Council between 1 April 2015 and 31 March 2016.

Alberta Publicly-funded Institutions Program	Type of Review	CAQC Recommendation /Status	Minister's Decision	Date
Ambrose University				
4-year Bachelor of Arts (Psychology)	*Program*	*With Institution*		
Burman University (formerly Canadian University College)				
4-year Bachelor of Science (Wellness Management)	*Program*	*Recommendation Submitted*	*Under Consideration*	
Concordia University of Edmonton (formerly Concordia University College of Alberta)				
Master of Public Health	*Program*	*With Institution*		
Doctor of Psychology	*Organizational*	*With Institution*		
Grant MacEwan University				
4-year Bachelor of Social Work	*Program*	*To Approve*	*Approved*	*9 Sept 2015*
Lethbridge College				
4-year Bachelor of Applied Science in Ecosystem Management	*Organizational & Program*	*To Approve*	*Approved*	*22 April 2015*
Mount Royal University				
4-year Bachelor of Communication (Broadcast Media Studies)	*Program*	*To Approve*	*Approved*	*15 Oct 2015*
Northern Alberta Institute of Technology				
4-year Bachelor of Health Informatics	*Program*	*With Institution*		
Southern Alberta Institute of Technology				
4-year Bachelor of Business Administration (Financial Services; Human Resource Management; Marketing; Supply Chain Management)	*Program*	*To Approve*	*Approved*	*26 May 2015*
4-year Bachelor of Business Administration (Management)	*Program*	*To Approve*	*Approved*	*22 Feb 2016*
University of Alberta				
Master of Accounting	*Program**	*To Approve*	*Approved*	*4 Dec 2015*
University of Calgary				
4-year Bachelor of Fine Arts in Dance	*Program**	*To Approve*	*Approved*	*5 Feb 2016*
University of Lethbridge				
Doctor of Philosophy (Population Studies in Health)	*Program**	*To Approve*	*Approved*	*1 Oct 2015*
Master of Arts (Cultural, Social, and Political Thought)	*Program**	*To Approve*	*Approved*	*16 Nov 2015*
Doctor of Philosophy (Cultural, Social, and Political Thought)	*Program**	*To Approve*	*Approved*	*16 Nov 2015*

Non-Resident (Out-of-Province) Institutions Program	Type of Review	CAQC Recommendation /Status	Minister's Decision	Date
University of Portland				
Doctor of Education in Learning and Leading	*Program*	*To Approve*	*Approved*	*14 July 2015*

* Fully Expedited Review

Evaluation Teams

Council's fifth principle states that peer evaluation is an essential component of Council's evaluation of degree programs. The involvement of independent peer evaluators is very important as they provide expert advice to Council and to institutions proposing new degree programs. As well, they provide assurance to learners regarding the quality of degree programs, and promote the quality of Alberta programming in other jurisdictions. Therefore, recruitment of appropriate external experts to assist with Council's evaluations is vital as the quality of the reviewers affects the quality of the review, which in turn affects the quality of the program under review. Council ensures the external reviewers' perspectives brought to the evaluation process are a judicious mix of relevant disciplinary expertise and an objective external point of view. Council employs three types of expert teams:

- *Organizational evaluation teams* assist Council in examining the extent to which the systems and processes of the institution establish its capacity to achieve excellence in providing learning credentials at the degree level.
- *Program evaluation teams* help ensure that degree programs offered by institutions are of an acceptably high quality and comparable in quality to other degree programs in Alberta and Canada.
- *Comprehensive evaluation teams* help fulfill Council's monitoring role with respect to periodic evaluations of institutions offering approved degree programs.

Once the review is completed, team members and the institution are asked to provide feedback about their experience and offer suggestions for improving the review process. At its September 2015 annual retreat, Council members reviewed all feedback provided and considered refinements to its processes, documents and advice. The feedback indicates a high level of satisfaction with the work of Council and its Secretariat.

Evaluators are senior academics and/or academic administrators from institutions offering approved degree programs in Alberta or elsewhere in Canada. In 2015/2016, Council's program evaluation teams included six experts (four from Alberta and two from Ontario). This number is significantly lower than we reported in 2014/2015 (23 experts) as seven of the program proposals that were recommended by Council in 2015/2016 had their site visits prior to 1 April 2015, and those experts were acknowledged in last year's report.

Council acknowledges the commitment of the following reviewers who provided their evaluation services during the 2015/2016 reporting year:

Dr. Patricia Doyle Baker	*University of Calgary*	*Dr. Peggy Patterson*	*University of Calgary*
Dr. John Garcia	*University of Waterloo*	*Dr. Frank Peters*	*University of Alberta*
Dr. Jane Gaskell	*University of Toronto*	*Dr. Jane Springett*	*University of Alberta*

Monitoring and Periodic Review

The Programs of Study Regulation (91/2009) outlines Council's responsibilities with respect to monitoring of approved degrees. Monitoring may take various forms including annual reporting, periodic reporting, comprehensive evaluations, audits, as well as review of results of an institution's cyclical program reviews. Council may also ask for reporting prior to or after implementation of a new program. The extent of monitoring varies based on Council's appraisal of the institution's experience and capacity in offering degree programs as well as its assessment of the rigour and quality of application of the institution's internal review processes.

Annual Reporting

To enable timely feedback regarding approved degree programs, all institutions excepting CARIs, are required to submit their annual reporting by 1 November so the assessments of these reports, prepared by MSC, can be reviewed by Council at its winter meeting. For resident institutions not expected to undergo any further comprehensive evaluations by Council, annual reporting for each program is expected until an institution completes its own cyclical review of that program and Council deems the results to be satisfactory.

Comprehensive Evaluation

In addition to annual reporting, Council normally conducts at least one comprehensive evaluation of a resident institution offering approved degree programs no sooner than in the sixth academic year after the institution begins offering its first degree program. This review typically includes the results of the institution's cyclical reviews of some of its approved degree programs using external evaluators. A subsequent comprehensive evaluation may be conducted.

Council has scheduled its first comprehensive evaluation of SAIT in 2016/2017 and Alberta College of Art and Design in 2021/2022. GMU, MRU and NAIT have undergone their first comprehensive evaluation and Council, in consultation with these institutions, will determine the format and schedule of any subsequent comprehensive evaluations.

Cyclical program reviews

Council's third principle recognizes that the primary responsibility for academic and institutional quality assurance rests with degree granting institutions themselves. Therefore, Council, through its MSC, assists institutions in the development of their internal cyclical review policies and provides feedback on the results of cyclical program reviews. This aspect of monitoring activities has increased significantly over the past several years.

Quality assurance of programs delivered in collaboration

Reviewing of reporting by programs delivered by BASIs and PIs in collaboration with Comprehensive Community Institutions is a fairly recent aspect of Council's monitoring activities. CAQC expects that programs delivered in collaboration are of similar quality to the approved programs offered on the home campus.

Membership of Council

Council consists of 11 members appointed by the Minister, including a chair and 10 members representing expertise in the post-secondary system (brief biographical information about the members is available in Appendix 1).

Over the reporting period, Dr. Peter Mahaffy and Dr. Art Quinney continued to share the Chair's responsibilities. CAQC is grateful for their exceptional leadership and contributions.

As of 31 March 2016, one member position continued to be vacant.

The following 10 individuals served on Council in 2015/2016:

Co-Chairs	*Peter Mahaffy*	
	Art Quinney	
Members	*Neil Besner*	*Gordon Nixon*
	Gurston Dacks	*Janet Paterson-Weir*
	Judy Eifert	*John Waterhouse*
	Paul Gooch	*Robert Woodrow*

CAQC Secretariat

The CAQC Secretariat, provided by the Ministry of Advanced Education, assists the Co-Chairs and Council in their activities by providing expert advice on matters of policy and procedure, organizing all Council and subcommittee meetings, helping to set meeting agendas and preparing background documentation, drafting publications, helping to orient new members, and performing environmental scanning. As well, it coordinates all aspects with respect to Council's external evaluation teams and the Secretariat's Director or Manager serves as an advisory member on the teams to provide advice and ensure consistency across reviews.

The Secretariat also provides information and advice in response to inquiries from various agencies, current and prospective applicants, and members of the public about matters related to quality assurance of new degree programs. It also maintains the Council's website and SharePoint sites.

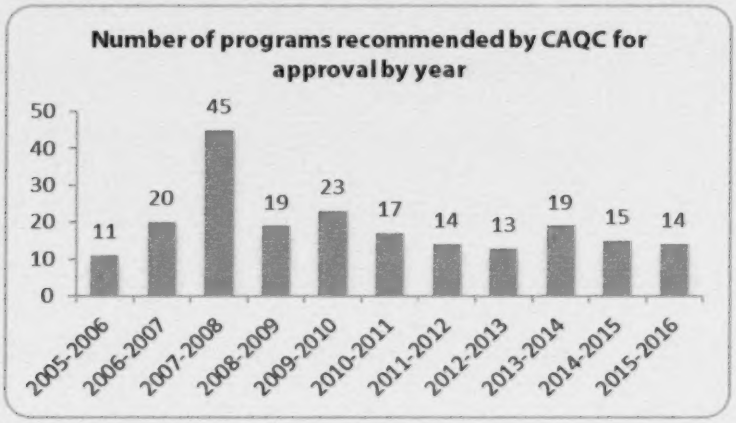
As of 31 March 2016, the Secretariat consisted of:

Director	*Marilyn Patton*
Manager	*Guy Germain*
Research Officer	*Alex Makar*
Office Manager	*Shirley Miskowicz-Thomson*

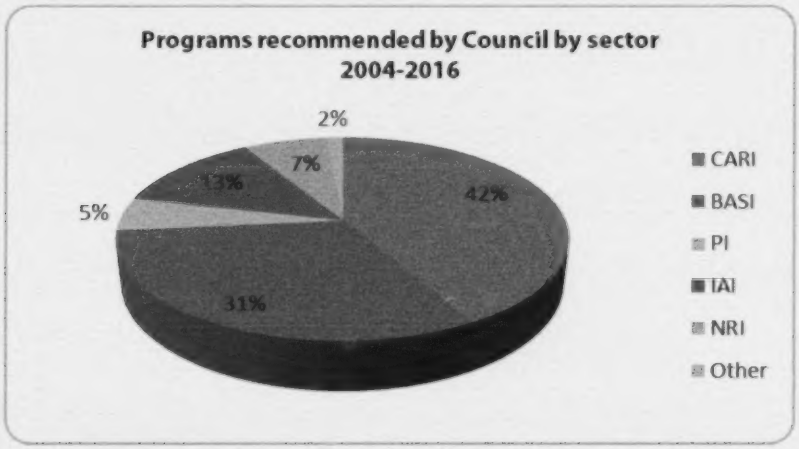
A Glance Back

Over the past years, Council has contributed significant value to the post-secondary system by fulfilling its two main responsibilities: 1) providing advice and recommendations to the Minister with respect to new degree program proposals; 2) monitoring approved degree programs after their implementation.

Since its creation in 2004, Council has reviewed and recommended approval of 210 degree programs (146 baccalaureate and 64 graduate). The table below provides an annual distribution of programs recommended by Council.



Of these 210 programs, 66 were proposed by BASIs, 11 by PIs, 88 by CARIs, 27 by IAIs, 15 by non-resident institutions (NRIs), and one each by a Comprehensive Community Institution, a Specialized Arts and Culture Institution and a private resident institution.[2] The chart below shows the percentage distribution of programs recommended by Council by post-secondary sector (the three institutions with one Council-recommended program were combined under 'Other').



The Minister subsequently approved 202 of these 210 programs, was considering one recommendation as of 31 March 2016 and had deferred a decision on six programs. The approval process for one program has not been finalized as the proposing institution plans to cease its operations in Alberta.

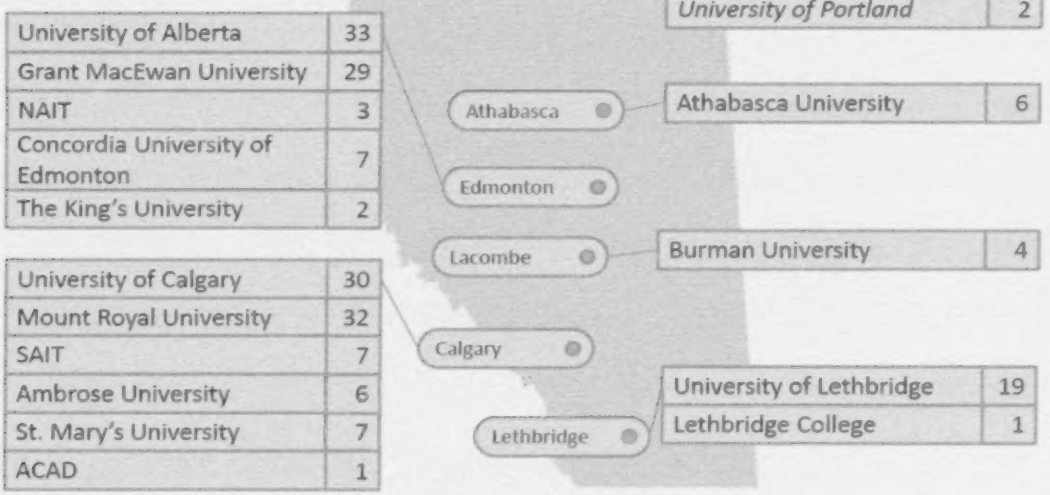
[2] For information on classification of post-secondary institutions in Alberta within the six sector model see Chapter 2.1.2 of the *CAQC Handbook* at www.caqc.gov.ab.ca.

The chart below shows the number of approved programs by institution. Four institutions (University of Alberta, Mount Royal University, University of Calgary, and Grant MacEwan University) account for 61.4% of all programs approved on Council's recommendation.

Degree Programs Approved on Recommendation of CAQC
(Cumulative as of 31 March 2016)

Non-Resident Institutions

Andrews University	1	*Gonzaga University*	2
Cape Breton University	1	*La Sierra University*	2
City University of Seattle	2	*Simon Fraser University*	1
Cornell-Queen's	1	*Queen's University*	2
		University of Northern B.C.	1
		University of Portland	2



In addition, as shown below, MRU and GMU together accounted for 79.6% of the total enrolments in CAQC–recommended programs in 2015/2016 and 75.8% of all graduates.

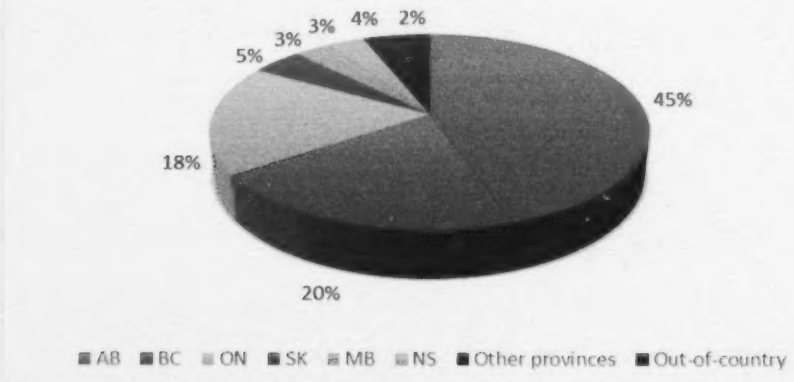
Enrolments and graduates in programs approved on CAQC recommendation (by Campus Alberta sector)

Campus Alberta sector	Number of learners 2015/2016 (FLE)	Number of graduates (since program approval)
Comprehensive Academic and Research Institutions	1,272.68	1,179
Baccalaureate and Applied Studies Institutions	13,082.26	10,549
Polytechnical Institutions	1,336.96	1,400
Independent Academic Institutions	754.57	792
Total for all resident institutions	**16,446.47**	**13,920**

There were also 643 unique learners and 208 graduates in 2015/2016 from NRIs programs approved on CAQC recommendation.

Since its inception, CAQC has engaged 221 external reviewers, 45% of whom were from Alberta and 55% from other Canadian jurisdictions, the USA and Australia. The table below shows their geographical distribution. *Note: The 'Other provinces' category includes five reviewers from Quebec, three from New Brunswick and one from Prince Edward Island. The 'Out-of-country' category includes three reviewers from the USA and one from Australia.*

Distribution of CAQC external reviewers from 2004-2016



Looking Forward

Council will continue to add value in the areas of its core activities through assuring that new degree program proposals referred to it by the Minister meet its quality standards as well as through providing monitoring of programs following implementation. We look forward to conducting a first comprehensive evaluation of SAIT and its degree programs in the fall of 2016. Further, we expect that Council will work proactively with institutions from various sectors to assist in the development of their internal quality assurance processes. Through its MSC, Council will continue its productive discussion with the BASIs and PIs regarding reporting scholarly activity. In particular, we look forward to receiving revised and expanded reporting of scholarly activity data as part of the 2015/2016 annual reporting. Following last year's initiative, we plan to expand our discussion with the IAIs regarding developing shared scholarly activity expectations for this sector. We look forward to and are optimistic that the *Alberta Forum on Post-secondary Learning Outcomes* in Calgary on 18 May 2016 will benefit the post-secondary system in Alberta through a meaningful discussion of this topic and identify topics for future system-wide quality assurance initiatives.

Council members will actively participate in any Ministry review of the adult learning system and are open to working on any other initiative related to Council's mandate.

Appendix 1

Campus Alberta Quality Council Member Information

(as of March 2016)

Dr. Peter Mahaffy, Co-Chair *Term: 3 September 2015 to 30 June 2017*

Dr. Mahaffy is Professor of Chemistry at The King's University, and former Chair of the Chemistry Education Committee of the International Union of Pure and Applied Chemistry. He is a recipient of the National 3M Teaching Award and a previous member of the Private Colleges Accreditation Board.

Dr. Art Quinney, Co-Chair *Term: 3 September 2015 to 30 June 2017*

Dr. Quinney is a professor emeritus of the University of Alberta, former Chair of the Department of Physical Education and Sport Studies, and former Dean of Physical Education and Recreation. He was Associate Vice-President (Academic) from 2000-2002 and Deputy Provost from 2002-2007.

Dr. Neil Besner *Term:17 September 2013 to 30 June 2016*

Dr. Besner is Provost and Vice-President, Academic at the University of Winnipeg. He served as Chair of the English Department, Dean of Humanities, Dean of Arts, Associate Vice-President, International, Vice-President, Students and International, Vice-President, Research and International, and Vice-President, Research, Recruitment, and International.

Dr. Gurston Dacks *Term: 17 September 2013 to 30 June 2016*

Dr. Dacks is a professor emeritus of Political Science and former Acting Dean of Arts at the University of Alberta. He served on the Board of Governors and the Academic Standards Committee of the University and, in his administrative roles in the Faculties of Arts and Native Studies, participated in preparing undergraduate and graduate program proposals.

Dr. Judy Eifert *Term: 22 September 2014 to 30 June 2016*

Dr. Eifert served as Provost and Vice-President Academic, Dean of Continuing Education, Dean of Community and Health Studies, and Department Chair of Nursing at Mount Royal College (now Mount Royal University). She currently works as an educational consultant to colleges and universities in Canada.

Dr. Paul Gooch *Term: 30 January 2015 to 30 June 2018*

Dr. Gooch is Professor of Philosophy and former President & Vice-Chancellor of Victoria University, federated with the University of Toronto. He has held various academic administrative posts at the University of Toronto, including Vice-Provost, decanal positions in the School of Graduate Studies, and chair of Humanities at the Scarborough campus.

Dr. Gordon Nixon *Term: 30 October 2014 to 30 June 2017*

Dr. Nixon is the former Vice President Academic and Dean of Information and Communications Technologies at SAIT Polytechnic. He has served on a number of academic and business committees and boards provincially, nationally and internationally.

Dr. Janet Paterson-Weir *Term: 30 October 2014 to 30 June 2017*

Dr. Paterson-Weir served as Provost and Vice President, Academic at Grant MacEwan University from 2001-2013. She is the former Executive Dean of Business and Applied Arts and professor of Business at Algonquin College in Ottawa. Currently Janet is a member of the Edmonton Police Foundation and serves as Chair of the Allocations Committee.

Dr. John Waterhouse *Term: 22 September 2014 to 30 June 2016*

Dr. Waterhouse is the former Vice President Academic and Provost at Simon Fraser University, former Dean of Business at Simon Fraser University and former Professor of Business at the University of Alberta and the University of Waterloo. He has served on a number of national and international committees.

Dr. Robert Woodrow *Term: 22 September 2014 to 30 June 2016*

Dr. Woodrow is a Professor of Mathematics and Statistics at the University of Calgary. He is the former Deputy Provost and Associate Vice-President (Academic) and served as Associate Dean and Vice Dean in Science. He has been active with mathematics outreach and the activities of the Canadian Mathematics Society.